



## CITY OF SOUTH PASADENA

### Memorial Bench Program

The City of South Pasadena is well known for its beautiful parks that are enjoyed by the community. Situated in these parks are benches with personalized engraved plaques. The Community Services Department has developed a Memorial Bench Program to provide an opportunity to recognize residents who have passed away, or to honor those who have made an impact in the community.

Your purchase can add an attractive park bench to be placed at one of our parks. These benches are six or eight feet in length made with iron castings in a powdered-coated black finish, with an expected life span of 10-15 years. The memorial bench program includes the purchase and installation of the bench, an engraved granite plaque, as well as site preparation by the Public Works Department. Donors must be aware that future park improvements may result in the relocation of benches.

If you are interested in the Memorial Bench Program, please contact the Recreation Division at (626) 403-7380.





## CITY OF SOUTH PASADENA

### Memorial Bench Program Policy

The City of South Pasadena supports the needs and principles of allowing memorial benches in city parks, but is also mindful that these facilities have many uses and are enjoyed by a wide range of people. Therefore, the city desires to manage and regulate memorial benches for the mutual benefit of all.

Applications for the memorial bench donations may be picked up at the Recreation Office, 815 Mission Street, or downloaded at [www.southpasadenaca.gov/memorialbench](http://www.southpasadenaca.gov/memorialbench)

- The cost of a memorial bench is approximately \$2500, with the option to have backs or no back depending on the bench location. This includes procurement, installation of the bench, plaque, and site preparation of the concrete bench pad.
- Memorial benches will be positioned to maximize the benefit to an area. The City will attempt to accommodate the wishes of an applicant.
- The number of memorial benches shall not detract from the prime recreational purpose of an area.
- The city may limit the number of memorial benches in a particular area.
- The location of the memorial bench needs to be approved by the Parks Supervisor and the Community Services Supervisor.
- The city accepts no liability to damage to any memorial benches from vandals.
- The city reserves the right to remove any memorial benches that have been damaged, and is, in the view of city staff, beyond repair.





# CITY OF SOUTH PASADENA

## Memorial Bench Application

Please complete this application and include payment by check to the City of South Pasadena or by providing credit card information below.

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

E-Mail \_\_\_\_\_

Payment Type:

Check      Check # \_\_\_\_\_

Credit Card      \_\_\_\_\_

Expiration Date      \_\_\_\_\_

Name on Card      \_\_\_\_\_

Requested Park: \_\_\_\_\_

Requested Location: \_\_\_\_\_

Inscription for Plaque: (Up to 4 lines)

\_\_\_\_\_  
\_\_\_\_\_

FOR OFFICE USE ONLY:

\_\_\_\_\_  
Approved by Parks Supervisor

\_\_\_\_\_  
Approved by CS Supervisor

